

JOB OPPORTUNITY

CALIFORNIA DEPARTMENT OF INSURANCE

SUPERVISING FRAUD INVESTIGATOR II (CAPTAIN)

\$6,058 - \$7,909

FRAUD DIVISION

INLAND EMPIRE REGIONAL OFFICE

RESPONSIBILITIES: Under the direction of the Bureau Chief, Southern Region, the incumbent will have oversight of all functions and decision-making of the Inland Empire Regional Office including: planning, organizing, and directing the law enforcement staff and programs within their designated geographical area of the State. The incumbent directly supervises the Supervising Fraud Investigator I's and oversees the activities of other support staff assigned to that office. The Supervising Fraud Investigator II's areas of responsibility include: preparing and implementing Division policy and procedures; managing the Regional Office budget; reviewing and analyzing regional area crime trends; identifying and developing in-house training programs to meet Division needs; oversee the implementation of the training program for local law enforcement agencies and insurance personnel in their region; preparing and facilitating a formal public outreach program to provide training in insurance fraud awareness, detection, and reporting requirements; and assist in the administration of a specialized investigative program or project as mandated by law or required by Division administration. In addition, has overall responsibility for providing reports on the utilization of resources including workload and case management data on all fraud operations for the Regional Office. Represents the Department at meetings before allied law enforcement agencies, State and Federal prosecutors, and insurance industry groups. The Supervising Fraud Investigator II coordinates grant-funded task force operations with prosecutors and allied law enforcement; testifies at criminal, legislative and administrative proceedings as an expert witness; and prepares, analyzes, and monitors legislation affecting the Division. ***This position is designated as peace officer under California Penal Code Section 830.3. Background check, fingerprinting and approval of psychological screening and medical examination are required for applicants who are new to the Enforcement Branch.*** Travel may be required.

DESIRABLE QUALIFICATIONS:

- Recent experience in State service as a peace officer investigating auto, workers' compensation, property and casualty insurance fraud;
- Ability to be self-motivated, to motivate others, to set and achieve goals, and to operate with a high degree of independence;
- Ability to successfully perform both the investigative and administrative duties of the job;
- Ability to liaison with other law enforcement and prosecuting agencies in the region;
- Possess excellent interpersonal and communication skills;

11/13/13 EMC

DO NOT SUBMIT APPLICATIONS TO CALHR

AN EMPLOYER OFFERING EQUAL EMPLOYMENT OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION.

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- Graduate of Regular Basic Course (RBC) academy or Specialized Investigators' Basic Course (SIBC) academy.

WHO MAY APPLY: Applications will be accepted from current State employees at the Supervising Fraud Investigator II level, those within transfer range, or those with list eligibility. All applications will be reviewed; however, only the most qualified candidates will be interviewed. ***All applicants must clearly indicate the basis of their eligibility (i.e., SROA, surplus, reemployment, reinstatement, transfer, or list eligibility) on the state application.***

STATEMENT OF QUALIFICATIONS:

All interested candidates must submit a completed standard State of California application and a "Statement of Qualifications" in order to be considered for this position. The Statement of Qualifications is a narrative discussion of your education, training, experience, and skills as it relates to the desirable qualifications listed above. The Statement of Qualifications serves as documentation of each candidate's ability to present information clearly and concisely in writing and should be typed and no more than two pages in length.

Resumes do not take the place of the Statement of Qualifications. Applicants who fail to submit the Statement of Qualifications will be eliminated from the selection process.

APPLICATION PROCEDURE: Please mail a completed standard [State Application STD 678](#) to Eva Crew, Department of Insurance, Human Resources Management Division, 300 Capitol Mall, Suite 1300, Sacramento, CA 95814. **PLEASE INDICATE "SUPERVISING FRAUD INVESTIGATOR II, PSN # 413-586-7542-001" ON THE STATE APPLICATION.** APPLICATIONS RECEIVED WITHOUT THE ABOVE INFORMATION MAY NOT BE CONSIDERED FOR REVIEW. **DO NOT EMAIL APPLICATION.** Applications must be postmarked by the final filing date to be considered. For additional information, please call (916) 492-3310 or email eva.crew@insurance.ca.gov

FINAL FILING DATE: November 27, 2013 by 5 p.m., Close of Business

NOTE: Interested individuals, including list eligible, must submit applications in order to be considered for this position. Possession of minimum qualifications will be verified prior to interview and/or appointment. If it is determined an applicant does not meet the minimum qualifications, the application will be forwarded to CALHR for review and the applicant's name may be removed from the eligibility list. If you are applying for more than one recruitment, a separate state application (STD 678) is required for each recruitment for which you would like to be considered.

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